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Council on Academic Affairs

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MINUTES OF THE COUNCIL ON ACADEMIC AFFAIRS

10-11-01

The October 11, 2001 meeting of the Council on Academic Affairs was held at 2:05 p.m. in the Arcola/Tuscola Room.

Members present: Dr. Bock, Ms. Catto, Dr. Dietz, Ms. Fernandez, Dr. Helsel, Dr. Methven, Dr. Owen, Dr. Samuels, Dr. Shelton, and Dr. Shonk.

Members absent: Mr. Brinkmeyer and Dr. Cosbey.

Staff present: Dr. Herrington-Perry and Ms. Karr.

Guests present: W. Addison, P. Collins, P. Guinane, S. Harvey, F. Lewis, and G. Richard.

I. Minutes.

The minutes of October 4, 2001 were approved as written.

II. Communications.

1. Academic Waiver Report from the College of Sciences for September 2001.
2. Academic Waiver Report from the College of Education and Professional Studies for September 2001.
3. Academic Waiver Report from the Lumpkin College of Business and Applied Sciences for September 2001.
4. Academic Waiver Report from the College of Arts and Humanities for September 2001.
5. Request for Executive Action from the College of Sciences to change the course description of PSY 3900 and the course number of PSY 3601 to 4620.
6. Email from Dr. Addison requesting that CAA examine the issue of enforcing prerequisites.
 - Dr. Addison added that this issue was a long-standing concern and that the advent of on-line registration was supposed to supply a means of enforcement, but this had not happened. Dr. Herrington-Perry noted that originally this had been the case, but that portion of the on-line system was never completed. A short discussion of the credit policy for prerequisites taken out of sequence then followed. Dr. Methven stated the Provost was unable to attend today's meeting due to a prior commitment, but that he did want to discuss the issue. The Council requested the Academic Affairs office contact ITS for further information.
 - Dr. Shonk moved and Dr. Shelton seconded the motion to add the enforcement of prerequisites to the agenda. The item was added as 01-70, Enforcement of Prerequisites.
7. Dr. Methven noted Dr. Cosbey was absent because she was attending a meeting in Ohio.
8. Dr. Methven informed the Council that a subcommittee chaired by Vice-President Nilsen is examining various commencement policies and will report to the President's Council by the end of the semester.
9. The Chair contacted Dr. Fischer, chair of the Faculty Senate, and told him CAA is looking at the approval process for Special Courses and Workshops

III. Items Added to the Agenda.

Dr. Shonk moved and Dr. Dietz seconded the motion to add the following item to the agenda.

- 01-68, PSY 4100, New Course, Supervised Research in Psychology.

Dr. Shelton moved and Dr. Dietz seconded the motion to add the following item to the agenda.

- 01-69, Revision to the Psychology B.A.

IV. Agenda Items Acted On:

- 01-66, Proposal to change the minimum required grade point average for admission to the CDS major.

Dr. Gail Richard presented the proposal and answered questions of the Council. The motion passed unanimously.

This motion approves the following to become effective Spring 2002.

COMMUNICATION DISORDERS AND SCIENCES (B.S.)

Major (toward teacher certification)*

Biological Sciences 2200 or 2001G.....	3-4 sem. hrs.
Communication Disorders and Sciences 2000, 2100, 2200, 2500, 2800, 3100, 3200, 3300, 3700, 3900, 4300, 4500, 4760, 4770	38 sem. hrs.
Communication Disorders and Sciences 4900**	1 sem. hrs.
Physics 1071, 1072.....	4 sem. hrs.
Psychology 1879G, 3765 or 3780, 4515 or Special Education 3000 or 3500	9 sem. hrs.
Psychology elective.....	3 sem. hrs.
TOTAL.....	58-59 sem. hrs.

Admission to the Major

Communication Disorders and Sciences

I. Probational Admission

Students entering EIU as freshmen or transfers seeking a CDS major will be classified as probational CDS majors. Probational majors may register for all lower division (2999 or lower) courses in the CDS major.

II. Admission to the CDS Major

Access to all upper division CDS courses (3000 or higher) requires admission to the CDS Major. The Department Admissions Committee reviews the applications of all probational CDS majors seeking admission to the major. The committee determines if the student's academic achievement supports admission to the major and access to upper division (3000 or higher) courses.

III. Criteria for Degree Admission

1. Admission to the University
2. Classification as a probational CDS major.
3. Achievement of a cumulative GPA of 2.5 or higher for all EIU course work.
4. For native EIU students, completion of at least 45 semester hours of course work at EIU.
5. For transfers, completion of at least 15 semester hours of course work at EIU.
6. Completion of at least three of the five lower division core CDS courses in the major and achievement of a minimum 2.75 GPA for all lower division core CDS courses completed at the time of application. Lower division core courses are:

CDS 2000 Introduction to CDS	1 sem. hr.
CDS 2100 Phonetics & Phonological Development	3 sem. hrs.
CDS 2200 Language Acquisition	3 sem. hrs.
CDS 2500 Anatomy & Physiology.....	3 sem. hrs.
CDS 2800 Speech Science.....	3 sem. hrs.

IV. Registration for Upper Division Courses

Only students admitted to the CDS major will be approved to register for upper division (3000 or higher) CDS courses.

V. Probational Majors Who Do Not Meet Admission to the CDS Major Criteria

Probational CDS majors who do not meet the requirements for admission to the CDS major will remain classified as probational. Probational majors may continue to take lower division CDS courses; however, probational majors may not register for upper division CDS courses. Probational majors may reapply for admission to the major when they meet the admission requirements or they may seek

advisement in changing majors.

VI. Application Deadlines

Applications are available in the Department Office, Room 203, Clinical Services Building. Probational majors must return completed applications to the Department Office on or before the following deadlines in order to be admitted to the major and register for upper-division courses:

Term of Notification	Application	
<u>Admission</u>	<u>Deadline</u>	<u>Date</u>
Fall	February 1	March 1
Fall (Entering Summer)	June 15	July 1
Spring	September 15	October 1

(Major GPA based on all Communication Disorders and Sciences courses taken at EIU.)

*For the education course work required for this option, please see the sections of this catalog in the College of Education and Professional Studies titled, "Revised Illinois General Education Requirements" and "Professional Education Requirements in Communication Disorders and Sciences," or consult with a department advisor.

A 2.5 overall GPA and a **2.75 GPA in the Communication Disorders and Sciences major are required for admission to CDS 4900.

Note: The Master's Degree is the required level of training for Certification by the American Speech-Language-Hearing Association, the Illinois State Board of Education, and the Illinois Department of Professional Regulation. At least a 3.00 GPA (A=4.0) in the undergraduate Communication Disorders and Sciences major, three letters of recommendation and completion of Communication Disorders and Sciences and Graduate School application procedures are required for admission consideration to the graduate program at EIU. Admission is competitive. All applicants are ranked by a Graduate Admissions Committee according to major GPA, Clinical Criteria, and Professional Criteria. Meeting minimum GPA requirements does not guarantee admission. The committee considers all applications including those of transfers from other four-year colleges and universities. The program is limited to 45 full-time degree-seeking graduate students per year. For more information on the M.S. program in Communication Disorders & Sciences, see the *Graduate Catalog*.

- 01-67, Special Courses / Workshop Approval Process.

Dr. Herrington-Perry reported her research to find additional written policy detailing Special Courses / Workshop Approval Process revealed no further information existed. Given this situation, Dr. Herrington-Perry stated the Provost recommended he work with Dean Hine and Ms. Collins to prepare guidelines that would be shared with CAA at a later date.

Dr. Shonk moved and Dr. Helsel seconded the motion to postpone this agenda item until the Provost provided more information. The motion passed unanimously.

The meeting adjourned at 2:30 p.m.

Luann Karr, Coordinator.

All Council Minutes and Agenda are available on the Web at <http://www.eiu.edu/~eiucaa/index.caa.htm>. In addition, an electronic course library is available at <http://www.eiu.edu/acaffair/courselibrary.htm>.

**THE OCTOBER 18, 2001 CAA MEETING IS CANCELED
TO ALLOW COUNCIL MEMBERS TO ATTEND THE**

OCTOBER 18 FALL FORUM ON STUDENT RECRUITMENT AND RETENTION

ANNOUNCEMENT OF NEXT MEETING

October 25, 2001

2:00 p.m.

Arcola/Tuscola Room

Agenda:

01-68, PSY 4100, New Course, Supervised Research in Psychology.

01-69, Revision to the Psychology B.A.

01-70, Enforcement of Prerequisites

Pending Executive Actions:

1. Revision of catalog descriptions for elementary education ELE 3250 and ELE 3281.
2. CDS 4900 – Change prerequisites to read as follows: “Admission to the major, CDS 2100, 2200, 3100, 3200, 3700, 3900; a major GPA of 2.75 and a cumulative GPA of 2.50; or permission of the department chairperson.”

Executive Officer’s Report:

1. Designate ACC 3100, Accounting Information Systems, as a writing intensive course. Effective immediately.
2. Designate FIN 3730, Financial Markets, as a writing intensive course. Effective immediately.
3. Designate MGT 3450, Human Resource Management, as a writing intensive course. Effective immediately.
4. Designate CIS 3200, Networking Fundamentals, as a writing intensive course. Effective immediately.
5. ACC 4275, change prerequisites and course description to read as follows: “ACC 4275 Internship in Accounting. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of accounting knowledge and skills.** Prerequisites: Admission to the Accounting Program, **ACC 3200, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.
6. CIS 4275, change prerequisites and course description to read as follows: “CIS 4275 **Internship in Computer Information Systems. (Arr.-Arr. -1-12) (Credit/ No Credit) Monitored work or service experience requiring development and application of computer information systems knowledge and skills.** Prerequisites: **Admission to the School of Business, CIS 3000, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.
7. FIN 4275, change prerequisites and course description to read as follows: “Fin 4275 Internship in Finance. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of finance knowledge and skills.** Prerequisites: **Admission to the School of Business, BUS 3710, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.

8. MGT 4275, change prerequisites and course description to read as follows: “MGT 4275 Internship in Management. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of management knowledge and skills.** Prerequisites: **Admission to the School of Business, BUS 3010, and approval of Internship Learning Agreement by School of Business Associate Chair.** Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.

9. MAR 4275, change prerequisites and course description to read as follows: “MGT 4275 Internship in Marketing MAR 4275. (Arr.-Arr. -1-12) (Credit/ No Credit) **Monitored work or service experience requiring development and application of marketing knowledge and skills.** Admission to the School of Business, BUS 3470, and approval of Internship Learning Agreement by School of Business Associate Chair. Up to 12 hours of internship credit may be counted for graduation.” Effective Fall 2002.